IDAHO IMMUNIZATION PROGRAM

450 W State Street 4th FL
Boise, Idaho 83702
(208) 334-5931

2016 VACCINES FOR CHILDREN PROGRAM PROVIDER AGREEMENT

FACILITY INFORMATION

Facility Name:			VFC Pin#:
Facility Address:			
City:	County:	State: ID	Zip:
Telephone:		Fax:	
Shipping Address *(if different than facility address)*:			
City:	County:	State: ID	Zip:

MEDICAL DIRECTOR OR EQUIVALENT

Instructions: *The official VFC registered health care provider signing the agreement must be a practitioner authorized to administer pediatric vaccines under state law who will also be held accountable for compliance by the entire organization and its VFC providers with the responsible conditions outlined in the provider enrollment agreement. The individual listed here must sign the provider agreement.*

Last Name, First, MI:		
Title:	Specialty:	
License No.:	Medicaid or NPI No.:	Employer Identification No. *(optional):*

VFC VACCINE COORDINATOR

Primary Vaccine Coordinator Name:	
Telephone:	Email:
Completed annual training: ◯ Yes ◯ No	Type of training received:
Back-Up Vaccine Coordinator Name:	
Telephone:	Email:
Completed annual training: ◯ Yes ◯ No	Type of training received:

IDAHO DEPARTMENT OF HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH

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PROVIDERS PRACTICING AT THIS FACILITY *(additional spaces for providers at end of form)*

Instructions: *List below all licensed health care providers (MD, DO, NP, PA, pharmacist) at your facility who have prescribing authority.*

Provider Name	Title	License No.	Medicaid or NPI No.	EIN *(Optional)*

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PROVIDER AGREEMENT

To receive publicly funded vaccines at no cost, I agree to the following conditions, on behalf of myself and all the practitioners, nurses, and others associated with the health care facility of which I am the medical director or equivalent:

1.	I will annually submit a provider profile representing populations served by my practice/facility. I will submit more frequently if 1) the number of children served changes or 2) the status of the facility changes during the calendar year.
2.	I will screen patients and document eligibility status at each immunization encounter for VFC eligibility (i.e., federally or state vaccine-eligible) and administer VFC-purchased vaccine by such category only to children who are 18 years of age or younger who meet one or more of the following categories: A. Federally Vaccine-eligible Children (VFC eligible) 1. Are an American Indian or Alaska Native; 2. Are enrolled in Medicaid; 3. Have no health insurance; 4. Are underinsured: A child who has health insurance, but the coverage does not include vaccines; a child whose insurance covers only selected vaccines (VFC-eligible for non-covered vaccines only). Underinsured children are eligible to receive VFC vaccine only through a Federally Qualified Health Center (FQHC), or Rural Health Clinic (RHC) or under an approved deputization agreement. B. State Vaccine-eligible Children 1. In addition, to the extent that my state designates additional categories of children as "state vaccine-eligible", I will screen for such eligibility as listed in the addendum to this agreement and will administer state-funded doses (including 317 funded doses) to such children. Children aged 0 through 18 years that do not meet one or more of the eligibility federal vaccine categories (VFC eligible), are **not** eligible to receive VFC-purchased vaccine.
3.	For the vaccines identified and agreed upon in the provider profile, I will comply with immunization schedules, dosages, and contraindications that are established by the Advisory Committee on Immunization Practices (ACIP) and included in the VFC program unless: a) In the provider's medical judgment, and in accordance with accepted medical practice, the provider deems such compliance to be medically inappropriate for the child; b) The particular requirements contradict state law, including laws pertaining to religious and other exemptions.
4.	I will maintain all records related to the VFC program for a minimum of three years and upon request make these records available for review. VFC records include, but are not limited to, VFC screening and eligibility documentation, billing records, medical records that verify receipt of vaccine, vaccine ordering records, and vaccine purchase and accountability records.
5.	I will immunize eligible children with publicly supplied vaccine at no charge to the patient for the vaccine.

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6.	I will not charge a vaccine administration fee to non-Medicaid federal vaccine eligible children, that exceeds the administration fee cap of $20.13 per vaccine dose. For Medicaid children, I will accept the reimbursement for immunization administration set by the state Medicaid agency or the contracted Medicaid health plans.
7.	I will not deny administration of a publicly purchased vaccine to an established patient because the child's parent/guardian/individual of record is unable to pay the administration fee.
8.	I will distribute the current Vaccine Information Statements (VIS) each time a vaccine is administered and maintain records in accordance with the National Childhood Vaccine Injury Act (NCVIA), which includes reporting clinically significant adverse events to the Vaccine Adverse Event Reporting System (VAERS).
9.	I will comply with the requirements for vaccine management including: a) Ordering vaccine and maintaining appropriate vaccine inventories; b) Not storing vaccine in dormitory-style units at any time; c) Storing vaccine under proper storage conditions at all times. Refrigerator and freezer vaccine storage units and temperature monitoring equipment and practices must meet Idaho Immunization Program storage and handling requirements; d) Returning all spoiled/expired public vaccines to CDC's centralized vaccine distributor within six months of spoilage/expiration.
10.	I agree to operate within the VFC program in a manner intended to avoid fraud and abuse. Consistent with "fraud" and "abuse" as defined in the Medicaid regulations at 42 CFR § 455.2, and for the purposes of the VFC Program: **Fraud:** is an intentional deception or misrepresentation made by a person with the knowledge that the deception could result in some unauthorized benefit to himself or some other person. It includes any act that constitutes fraud under applicable federal or state law. **Abuse:** provider practices that are inconsistent with sound fiscal, business, or medical practices and result in an unnecessary cost to the Medicaid program, (and/or including actions that result in an unnecessary cost to the immunization program, a health insurance company, or a patient); or in reimbursement for services that are not medically necessary or that fail to meet professionally recognized standards for health care. It also includes recipient practices that result in unnecessary cost to the Medicaid program.
11.	I will participate in VFC program compliance site visits including unannounced visits, and other educational opportunities associated with VFC program requirements.
12.	For providers with a signed deputization Memorandum of Understanding between a FQHC or RHC and the Idaho Immunization Program to serve underinsured VFC-eligible children, I agree to: a) Include "underinsured" as a VFC eligibility category during the screening for VFC eligibility at every visit; b) Vaccinate "walk-in" VFC-eligible underinsured children; and c) Report required usage data Note: *"Walk-in" in this context refers to any underinsured child who presents requesting a vaccine; not just established patients. "Walk-in" does not mean that a provider must serve underinsured patients without an appointment. If a provider's office policy is for all patients to make an appointment to receive immunizations then the policy would apply to underinsured patients as well.*

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13.	I agree to replace vaccine purchased with state or federal funds (VFC, 317) that are deemed non-viable due to provider negligence on a dose-for-dose basis.
14.	I will enter each dose of state-supplied vaccine into the Immunization Reminder Information System (IRIS) within 45 days of administration; and I will enter and/or update each patient's VFC-eligibility or insurance information into IRIS unless the patient has decided to opt-out of the registry. I understand that computers used by my staff to access IRIS must be fully compliant with HIPAA requirements, and that the personnel who have access to IRIS must be trained in the application of HIPAA to online data systems containing Personal Health information.
15.	I understand this facility or the Idaho Immunization Program may terminate this agreement at any time. If I choose to terminate this agreement, I will properly return any unused federal vaccine as directed by the Idaho Immunization Program.

By signing this form, I certify on behalf of myself and all immunization providers in this facility, I have read and agree to the Vaccines for Children enrollment requirements listed above and understand I am accountable (and each listed provider is individually accountable) for compliance with these requirements.	
Medical Director or Equivalent Name (print):	
Signature:	Date:

If re-enrolling with the IIP and the signature above represents more than one provider facility, then please list the VFC Pin # of each facility below. Please note that pages 1 & 2 of the Provider Agreement must be completed for each pin number listed.

VFC Pin#:	VFC Pin#:	VFC Pin#:	VFC Pin#:
VFC Pin#:	VFC Pin#:	VFC Pin#:	VFC Pin#:
VFC Pin#:	VFC Pin#:	VFC Pin#:	VFC Pin#:

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2015 VACCINES FOR CHILDREN PROGRAM PROVIDER AGREEMENT- IDAHO IMMUNIZATION PROGRAM ADDENDUM

STATE VACCINE-ELIGIBLE CHILDREN

All children 0 through 18 years of age whose custodial parent or legal guardian resides in Idaho, and who are not eligible for the federal Vaccines for Children program, are eligible for state-supplied vaccines provided by the Idaho Immunization Program (IIP) through the Idaho Immunization Assessment Board.

The Idaho Immunization Assessment Board was created in March 2010 after the signing of HB432. The purpose of the Board is to assess insurance carriers for funding a dedicated vaccine program. State dollars provided by the Idaho Immunization Assessment Board fund vaccines for Idaho children not eligible for the VFC program.

The State of Washington participates in the Idaho Immunization Assessment. All children 0 through 18 years of age whose custodial parent or legal guardian resides in Washington, and who are not eligible for the federal Vaccines for Children program, are eligible for state-supplied vaccines supplied by the IIP through the Idaho Immunization Assessment Board.

BIRTH DOSE OF HEPATITIS B VACCINE

The Idaho Immunization Program supplies the birth dose of hepatitis B vaccine to all children born in Idaho regardless of state of residence or insurance status. The birth dose must be administered at the birthing facility.

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ADDITIONAL PROVIDERS (if needed)

PROVIDERS PRACTICING AT THIS FACILITY *(attach additional pages as necessary)*

Instructions: *List below all licensed health care providers (MD, DO, NP, PA, pharmacist) at your facility who have prescribing authority.*

Provider Name	Title	License No.	Medicaid or NPI No.	EIN *(Optional)*

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2016 PROVIDER POLICIES AND GUIDELINES ACKNOWLEDGMENT FORM

FACILITY INFORMATION	
Facility Name:	VFC Pin#:

By signing this form, I certify on behalf of myself and all immunization providers and staff at this facility, I have read and agree to comply with the Idaho Immunization Program 2016 Provider Policies and Guidelines.

In addition, I understand the 2016 Provider Policies and Guidelines supersedes any prior Idaho Immunization Program (IIP) policies and guidelines. I further understand that content and forms referenced may be updated or modified at any time. Updates and revisions will be communicated to my office through announcements in Idaho Immunization Reminder Information System (IRIS) and/or Important Notices published by the IIP and/or direct mail, email, and/or fax.

Medical Director or Equivalent	
Name (please print):	
Signature:	Date:

Primary Vaccine Coordinator	
Name (please print):	
Signature:	Date:

Back-up Vaccine Coordinator	
Name (please print):	
Signature:	Date:

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2016 VACCINES FOR CHILDREN PROGRAM PROVIDER PROFILE

FACILITY INFORMATION

All health care providers participating in the Vaccines for Children (VFC) program must complete this form annually or more frequently if the number of children served changes or the status of the facility changes during the calendar year.

Facility Name: VFC Pin#:

Vaccine Delivery Address:

City: County: State: ID Zip:

Telephone: Fax:

Email:

Days and Times Vaccine May be Delivered:

M Tu W Th F

FACILITY TYPE (select only one facility type)

Private Facilities	Public Facilities	
☐ Private Hospital	☐ Public Health District Clinic	☐ STD/HIV
☐ Private Practice (solo/group/HMO)	☐ Public Health District Clinic as agent for FQHC/RHC-deputized	☐ Family Planning
☐ Private Practice (solo/groups as agent for FQHC/RHC-deputized)	☐ Public Hospital	☐ Juvenile Detention Center
☐ Community Health Center	☐ FQHC/RHC (Community/Migrant/Rural)	☐ Correctional Facility
☐ Pharmacy	☐ Community Health Center	☐ Drug Treatment Facility
☐ Birthing Hospital	☐ Tribal/Indian Health Services Clinic	☐ Migrant Health Facility
☐ School-Based Clinic	☐ Woman, Infants and Children	☐ Refugee Health Facility
☐ Teen Health Center	☐ Other_____	☐ School-Based Clinic
☐ Adolescent Only Provider		☐ Teen Health Center
☐ Other_____		☐ Adolescent Only

VACCINES OFFERED (select only one box)

☐ All ACIP Recommended Vaccines

☐ Offers Select Vaccines (**This option is only available for facilities designated as Specialty Providers by the VFC Program**)

A "Specialty Provider" is defined as a provider that only serves (1) a defined population due to the practice specialty (e.g. OB/GYN; STD clinic; family planning) or (2) a specific age group within the general population of children ages 0-18. Local health departments and pediatricians are not considered specialty providers. The Idaho Immunization Program (IIP) has the authority to designate VFC providers as specialty providers.

Select Vaccines Offered by Specialty Provider:

☐ DTaP	☐ Meningococcal Conjugate	☐ TD
☐ Hepatitis A	☐ MMR	☐ Tdap
☐ Hepatitis B	☐ Pneumococcal Conjugate	☐ Varicella
☐ HIB	☐ Pneumococcal Polysaccharide	☐ Other, specify:
☐ HPV	☐ Polio	
☐ Influenza	☐ Rotavirus	

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PROVIDER POPULATION

Provider Population based on patients seen during the previous 12 months. *Report the number of children who received vaccinations at your facility, by age group. Only count a child once based on the status at the last immunization visit, regardless of the number of visits made. The following table documents how many children received VFC vaccine, by category, and how many received non-VFC vaccine.*

VFC Vaccine Eligibility Categories	# of children who received VFC Vaccine by Age Category			
	<1 Year	1-6 Years	7-18 Years	Total
Enrolled in Medicaid				0
No Health Insurance				0
American Indian/Alaska Native				0
Underinsured in FQHC/RHC or deputized facility[1]				0
Total VFC:	0	0	0	0
Non-VFC Vaccine Eligibility Categories	**# of children who received non-VFC Vaccine by Age Category**			
	<1 Year	**1-6 Years**	**7-18 Years**	**Total**
Have Health Insurance (that covers vaccines)				0
Other Underinsured[2] (non-Idaho resident)				0
Birth Dose (Hep B) – Other Insured at Birthing Hospitals Only[3]		← Birthing Hospitals ONLY		
Total Non-VFC:	0	0	0	0
Total Patients (must equal sum of Total VFC + Total Non-VFC)	0	0	0	0

[1]Underinsured includes children with health insurance that does not include vaccines or only covers specific vaccine types. Children are only eligible for vaccines that are not covered by insurance.

In addition, to receive VFC vaccine, underinsured children must be vaccinated through a Federally Qualified Health Center (FQHC) or Rural Health Clinic (RHC) or under an approved deputized provider. In Idaho only the Public Health Districts have a written agreement with an FQHC/RHC and the IIP in order to vaccinate these underinsured children.

[2]Other underinsured are children that are underinsured but are not eligible to receive federal vaccine through the VFC program because the provider or facility is not a FQHC/RHC or a deputized provider (Public Health Districts). These children may be served if vaccines are privately purchased and provided to cover these non-VFC eligible children.

[3]Birth Dose of hepatitis B administered at the birthing facility to infants that are non-Idaho, non-Washington residents who have a health insurance benefit.

TYPE OF DATA USED TO DETERMINE PROVIDER POPULATION (choose all that apply)

- ☐ Benchmarking
- ☐ Medicaid Claims
- ☐ IIS (IRIS)
- ☐ Other (must describe):
- ☐ Doses Administered
- ☐ Provider Encounter Data
- ☐ Billing System

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P: (208) 334-5931
F: (208) 334-4914
E: IIP@dhw.idaho.gov

2016 PROVIDER VACCINE BRAND CHOICE

FACILITY INFORMATION	
Facility Name:	**VFC Pin#:**

Brand Choice: July 1, 2016 or date of enrollment **through** December 31, 2016 (unless a change is not requested)

COMBINATION VACCINE (select only one)

- ☐ Pediarix® (DTaP-Hep B-IPV)
- ☐ Pentacel® (DTaP-IPV-Hib)

DTAP *(diphtheria, tetanus, acellular pertussis)*

- ☐ DAPTACEL®
- ☐ Infanrix®

Hep A *(hepatitis A)*

- ☐ Havrix®
- ☐ VAQTA®

Hep B *(hepatitis B)*

- ☐ Engerix B®
- ☐ RecombivaxHB®

HIB *(haemophilus influenza* type b)

- ☐ ActHIB®
- ☐ PedvaxHIB®

MCV4 *(meningococcal conjugate)*

- ☐ Menactra®
- ☐ Menveo®

Men B *(meningococcal group b)*

- ☐ Bexsero®
- ☐ Trumenba®

ROTA *(Rotavirus)*

- ☐ Rotarix®
- ☐ RotaTeq®

TDAP *(tetanus toxoid, reduced diphtheria toxoid and acellular pertussis)*

- ☐ Adacel®
- ☐ Boostrix®

COMPLETED AND SUBMITTED BY	
Name (please print):	Title:
Signature:	Date:

IDAHO DEPARTMENT OF HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH

For IIP Staff only
Date Processed: _____
Processed by: _____